

## **WNYRIC Standards Committee Meeting Minutes**

**November 14, 2012**

**1:00 p.m.- 3:00 p.m.**

**DL Sites** (E1B - DL Room, E2B - Log B,

CA - Olean DL Room, ON - DL Room, GST-DL Room at Campbell Savona H.S.)

### **In Attendance:**

Jill Holbrook (WNYRIC-Chair)  
Dick Lydo (WNYRIC)  
Bob Spino (Erie 2 BOCES)  
Darlene Sprague (Niagara Falls)  
Terry Caleb (WNYRIC)  
Ken Samland (Wilson)  
Mike Taylor (WNYRIC)  
Robert Morgan (Pioneer)  
Ron LaVere (Cheektowaga)  
Mat Dziuba (WNYRIC)  
Kyle Lyon (WNYRIC)  
Valerie Winegarden (minutes)

Rick Mardino (Erie 1 BOCES)  
Chuck Marzec (Jamestown)  
Gail Tremblay (GST BOCES)  
Vic Ozogar (WNYRIC)  
Martin Wende (Kenton)  
David Brace (WNYRIC)  
Carol Barber (WNYRIC)  
Dave Steven (CA BOCES)  
Halim Omerhodzic (WNYRIC)  
Michelle Okal-Frink (WNYRIC)  
Julie Bray (WNYRIC)

Jill Holbrook called meeting to order at 1:03 p.m.

1. **Approval of the August 8, 2012 meeting minutes**- Jill asked if there were any questions or concerns from the meeting minutes from August 8, 2012. There were none. Ron LaVere made the motion to accept meeting minutes and it was seconded by Rick Mardino. The motion passed unanimously (11 yes/0 no).

2. **Future meeting dates/locations:**

- February 13, 2013 (via DL)
- May 8, 2012 (via DL)

3. **Membership updates:**

- The committee welcomed the newest members; Scott Michienzi (Catt-Little Valley) and Rob Morgan (Pioneer).

**Review of Charter Section III:**

- The Standards Committee Charter was adopted on January 4, 2002 and revised on September 15, 2006
- Membership is reviewed annually
- Minutes/motions are presented to Advisory Council for final approval
- Standards Committee meetings are conducted in accordance with the Robert's Rules of Order
- Jill asked Committee if they feel there is a conflict if a voting member is also a voting member of Advisory Council and if the Charter should be revised.

Dave Stevens made a motion to ask Advisory Council to have a discussion if they feel there is a conflict of having a voting member on both Standards Committee and Advisory Council; Chuck Marzec seconded the motion. The motion passed unanimously (11 yes/0 no).

Dave Stevens made a motion to nominate Rick Mardino as Co-Chair of the Standards Committee; Ron LaVere seconded the motion. The motion carried unanimously (11 yes/0 no).

4. **Category Review Dates for 2012-2013:**

1. Computers – November 2012
2. Communications Equipment – August 2012
3. Internet Browsers – February 2013
4. NIC Cards – February 2013
5. Operating Systems – November 2012
6. Plotters – February 2013
7. Printers – August 2012
8. Scanners – May 2013
9. Servers (Standard) – November 2012
10. Servers (SAN) – August 2012
11. Software – November 2012
12. Server Back Up – November 2012
13. Virtualization – May 2013
14. VoIP – November 2012
15. Video Conferencing-May 2013
16. Network Optimization May 2013
17. Tablet Devices-May 2013

5. **Canon discussion-Add form from Amherst (Brad Bardo)**

- Jill reviewed letter received from Canon stating they would extend the terms and conditions of the NYS copier contract #Group 22424 to WNYRIC and the BOCES and component school districts.

Ron LaVere made a motion to reinstate Canon on the Standards List under category 7. Printers, sub category High Speed Networked Digital, and remove the comment section that states "NNI, September 2009"; Rob Morgan seconded the motion. The motion carried unanimously (11 yes/0 no).

6. **eDoctrina HSNDP concerns:**

- Ron Ternowski and the application teams have resolved any eDoctrina issues/concerns

**Printer/Copier Contract:**

- Mike Taylor stated that the current NYS Printer Copier contract is due to expire on December 9, 2012.
- There is talk that the new contract may be vastly different and may include only one or two vendors for each category.
- The WNYRIC will evaluate the new contract when it becomes available and investigate what options could be taken.

Bob Spino made a motion to modify the comment section of category 7. Printers to state "Selected models that meet minimum speed requirements as specified by WNYRIC Standards Committee" and remove specific OGS State Contract Numbers. Ron LaVere seconded the motion and the motion carried unanimously (11 yes/0 no).

7. **Vitec Maintenance**

- Vitec cannot provide maintenance on Equalogic equipment
- Districts have the option to buy repair coupons for iPads once the warranty expires. The district should notify the WNYRIC Service Desk and they will place a service call to Vitec.
- The cost for this coupon is \$150 and can be purchased when needed for the remainder of this year with Service Desk. For 2013-14 these coupons must be purchased in the same way as work station and printer coupons.

8. **External Wireless Bridge pilot update at Alfred Almond (Kyle Lyon)**

- There were 2 add forms that Rich Chalkins previously submitted for LigoWave Wireless Bridge and Ubiquiti Wireless Bridge.
- LigoWave wireless bridge is being used to connect bus garage back to school
- Ubiquiti is being used for security cameras from bus garage
- Products perform well and are cost effective and have simple configuration
- Erie 2 BOCES is also using Ubiquiti to read license plates and it is working great. May line to police station.

Ron LaVere made a motion to add LigoWare and Ubiquiti to category 2.

Communications Equipment under a sub category called Wireless Bridge. Chuck Marzec seconded the motion and the motion carried unanimously (11 yes/0 no).

9. **PARCC Update (Carol Barber)**

- Carol provided an overview of the PARCC information that has recently been shared via the PARCC listserv.
- Carol asked SED about tablets and was told that no decision has been made.
- Most districts have identified their point person. This point person will be providing technical information regarding the testing environment readiness.
- Any questions or requests to be added to listserv can be forwarded to Carol.

10. **R&D-Wireless Best Practices design document (Mat Dziuba)**

- Mat reviewed a PowerPoint presentation of Wireless Design Considerations that is a summary of the Wireless Best Practices documents. All documents are posted in the wiki.
- This information will help aid a proper wireless design and provides a checklist of what questions should be asked.

11. **WNYRIC Standards Category review:**

1. Computers – November 2012
5. Operating Systems – November 2012
9. Servers (Standard) – November 2012
11. Software – November 2012
12. Server Back Up – November 2012
14. VoIP – November 2012

Ron LaVere made a motion to table review of Standards List categories listed above and a late Add Form submitted by Sharon Zacher (Medina) for Absolute Computrace at the next meeting on February 13, 2013; the motion as seconded by Bob Spino. The motion carried unanimously (11 yes/0 no).

Ron LaVere made the motion to adjourn at 3:05 p.m.; Rick Mardino seconded the motion.

Respectfully submitted: Valerie Winegarden